



ARMY FEE ASSISTANCE

Army Fee Assistance Program Certification of Availability/Non-Availability Army Child Youth & School Services

Army Fee Assistance Program guidelines state that if there is space available for a Sponsor's child/children at an Army CDC/FCC/SAC, then such space must be used for the care of his/her child/children. In the event that the Army CDC/FCC/SAC does not have space available, then the Sponsor will be eligible to apply for Off-Post Community Based Fee Assistance.

_____ is assigned to _____	
<i>Printed name of qualifying Army Sponsor</i>	<i>Garrison Name</i>
_____	_____
<i>Name of Child</i>	<i>Date of Birth (DOB)</i>
_____	_____
<i>Name of Child</i>	<i>Date of Birth (DOB)</i>
_____	_____
<i>Name of Child</i>	<i>Date of Birth (DOB)</i>

By completing this certification, I am notifying the GSA Subsidy Administration Section that due to the lack of child care space at the Army CDC/FCC/SAC, I am eligible to apply for Off-Post Community Based Fee Assistance. This form must be signed by an authorized Parent & Outreach Services official certifying that space for my child/children is currently available or not available.

I further understand that in order to apply for Army Fee Assistance via the GSA, that I must contact the GSA for an application package which must then be submitted directly to the GSA in order to determine my eligibility in the Army Fee Assistance Program.

_____	_____
<i>Qualifying Army Sponsor's Signature / Last 4 of SSN</i>	<i>Date</i>

Certification of Availability/Non-Availability

Completion of this section certifies that space is _____ **NOT AVAILABLE** _____ **AVAILABLE** for the child/children listed above.

_____	_____
<i>Parent & Outreach Services Director's Signature</i>	<i>Phone Number</i>
_____	_____
<i>Parent & Outreach Services Director's Email</i>	<i>Date</i>

***This form must be completed, signed and returned to the Sponsor, or if received directly from the GSA, then it must be returned directly to the GSA within 2 business days of receipt in order to determine the Sponsor's eligibility for benefits.**

Return completed form to the GSA Subsidy Administration Section

FAX: (816) 823-5410

Email: army.childcare@gsa.gov

For GSA use only:

Verified By: _____ Date: _____

